

SPAWAR INSTRUCTION 1500.1

From: Commander, Space and Naval Warfare Systems Command

Subj: INTEGRATED BATTLE FORCE TRAINING (IBFT) PROCESS

Ref: (a) CNO ltr N1/6/7 of 14 Oct 98, Memorandum for Distribution
(b) COMNAVSURFLANT/COMNAVSURFPACINST 3502.2E
(c) CINCLANTFLT/CINCPACFLTINST 4720.3A

1. Purpose. To establish policy, procedures, and responsibilities for the Integrated Battle Force Training (IBFT) process. The IBFT process is the training management and delivery process designated in reference (a) to support the InterDeployment Training Cycle (IDTC).

2. Scope. The policies and responsibilities apply to all Program Managers, Warfare (PMWs) and System Centers providing or delivering training in support of SPAWAR installations to include onboard training (inport and underway), Alteration Installation Teams (AITs) training and SPAWAR System Centers or other command(s) training, delivered under SPAWAR direction.

3. Policy. All training delivered by SPAWAR to support installations, including classroom and onboard training, inport and underway, will be managed via the IBFT web site (<http://c4iweb.spawar.navy.mil/04/ibft>) and coordinated with the SPAWAR IBFT Coordinator. The IBFT web sites will be used to schedule training and to record training completions.

4. Procedures

a. Requesting IBFT Website/Database Access. To view reports or to enter data, a user requires a login and password. Password application can be obtained through the home page of the web site (<http://c4iweb.spawar.navy.mil/04/ibft>). Requests must include: name of user, command, Unit Identification Code (UIC), a password, and the user's email address and phone number. Contractors must specify the SPAWAR PMW/Program Directorate supported. There is limited information that may be viewed without user ID/password access.

b. Executing SPAWAR Training Delivery Afloat

(1) Upon completion of current Battle Force Deployment and in preparation for the Battle Force to enter the next IDTC, the SPAWAR IBFT Coordinator will schedule a training conference to review the IBFT process, describe the various roles and responsibilities, and lay out a notional training timeline. Training conference participants will include Fleet Commanders-in-Chief (FLTCINCs), Type Commanders (TYCOMs), Immediate Superiors In Command (ISICs), afloat units (ships), and shore activities.

(2) The SPAWAR IBFT Coordinator will:

(a) Coordinate with PMWs, ISICs, and individual ships to develop off-ship-training schedules to support deploying Battle Groups and other installations. Issues regarding schedules, numbers of convenings, etc., will be worked out between the Coordinator and the ISIC, or individual command.

(b) Issue a SPAWAR Naval message specifying the training the Battle Force will receive to support installations and asking the ISICs to identify desired windows for the training to be scheduled.

(c) Post available quotas on the web, allocating them to one or more Battle Forces. Commands may then request quotas for their personnel using the IBFT web site, in accordance with reference (b) once a training class is scheduled.

(d) Ensure that the completion data has been entered. This requires the appropriate web site access, the social security number of the student who completed the training, the date, and the title of the course completed.

(e) Ensure that a significant amount of SPAWAR-provided training is delivered upon installation. Training provided by AITs as part of the Systems Operational Verification Test (SOVT) process will be coordinated by the training providers directly with the ships. Commands are responsible for ensuring that the appropriate personnel receive the required training because there is no "convening", no nomination or approval required. However, commands are required to enter training completion data for onboard training.

c. Executing SPAWAR Training Delivery Ashore. The SPAWAR IBFT Coordinator will:

(a) Coordinate with the PMWs, ISICs, and individual commands to develop training schedules to support installations. Issues regarding schedules, numbers of convenings, etc., will be worked out between the SPAWAR IBFT Coordinator, and the ISIC, or individual command.

(b) Post available quotas on the web, allocating them to one or more commands once a training class is scheduled. Commands may then request quotas for their personnel using the IBFT web site.

(c) Ensure that the completion data has been entered. This requires the appropriate web site access, the social security number of the student who completed the training, the date, and title of the course completed.

(d) Ensure that a significant amount of SPAWAR-provided training is delivered upon installation. Training provided by AITs as part of the SOVT process will be coordinated by the training providers directly with the ships. Commands are responsible for ensuring that the appropriate personnel receive the required training because there is no “convening”, no nomination or approval is required. However, commands are required to enter training completion data for onboard training.

d. Nominating Personnel For Training Events

(1) For SPAWAR convenings posted on the web site, commands will request training quotas. A blue box on the Training Requirements Matrix indicates that a convening has been allocated.

(2) FLTCINC/SPAWAR IBFT Coordinators approves quotas.

(3) The FLTCINC sends a Naval message to the ships or shore commands, the training provider, and the ISICs identifying the individuals who have been approved to attend the class and where the clearance information should be sent. The command is responsible for sending clearance information prior to the class start date.

e. Entering Training Completions. This step is essential to maintaining the accuracy of the IBFT web site and its usefulness as a management tool. After training has been completed, the command of the trained student is responsible for ensuring that the completion data has been entered. This requires the appropriate web site access, the social security number of the student who completed the training, the date, and title of the course completed.

f. Feedback Loop. For situations outside these procedures, PMWs should work through SPAWAR 04L to coordinate with ISICs, TYCOMs, and FLTCINCs. Issues that are global in nature will require coordination with both FLTCINCs.

g. Mobile Training Teams (MTT). CINCLANTFLT coordinates the requirements for, composition of, and scheduling of the MTT. This team may be comprised of civilians (e.g., SSC employees) and/or contractor personnel (e.g., GCCS-13 trainers). The iteration normally takes place during Composite Unit Training Exercise (COMPTUEX).

5. Responsibilities

a. SPAWAR 04L shall:

(1) Provide oversight and policy guidance with regard to all SPAWAR-delivered training to support installations.

(2) Act as central coordination point for scheduling training delivery with the Fleet.

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(3) Serve as a central clearinghouse for requests for information required to support IBFT execution.

(4) Provide funding for development and maintenance of IBFT web site.

(5) Provide guidance and support to PDs for conducting training to support installations.

b. SPAWAR PMWs shall:

(1) Develop and deliver training to support installations.

(2) Submit new training events to SPAWAR 04L for inclusion into the IBFT web sites.

(3) Coordinate scheduling requirements with SPAWAR 04L.

c. SPAWAR IBFT Coordinator shall:

(1) Coordinate the delivery of SPAWAR-provided training to support:

(a) Deploying Battle Forces in the IBFT process.

(b) Shore Commands in the IBFT process.

(2) Coordinate with:

(a) PDs and PMWs to identify training resources.

(b) ISICs to establish optimum training schedules.

(c) FLTCINC IBFT Coordinator to resolve issues pertaining to management of scarce training resources.

6. Definitions

a. FLTCINC IBFT Coordinators. The IBFT Coordinator works with the Bureau of Naval Personnel (BUPERS) and Fleet Training Organizations to obtain formal training quotas when individual commands and Battle Force Training Officers have been unable to obtain them. For SPAWAR-delivered training, the FLTCINC IBFT Coordinator works with the SPAWAR IBFT Coordinator to match resources to training requirements and to establish class convenings to support the Battle Force and individual commands. In accordance with reference (c), paragraph 9a(10), the FLTCINC IBFT Coordinators are responsible for populating the IBFT database.

b. Battle Force Training Officer. The Battle Force Training Officer will exercise day-to-day management of the IBFT process. The Battle Force Commander may assign day-to-day training management responsibility for approving assignment to training quotas, when the person nominated is outside the source rating.

c. Headquarters (Shore) Command Training Officer. The Training Officer will exercise day-to-day management of the IBFT process. The Training Officer is responsible for approving assignment to training quotas, when the person nominated is outside the source rating.

d. Individual Command Training Officer. Each ship or command Training Officer ensures timely entry of data into the IBFT web site (<http://c4iweb.spawar.navy.mil/04/ibft>). The Training Officer designates to jobs and nominates individuals to attend classes. The Training Officer coordinates training requirements with the Battle Force Training Officer and/or Headquarters (shore) Training Officer.

e. Communications, Information Systems and Networks (CISN) Oversight Board.
Established by reference (c), co-chaired by:

- (1) Deputy Chief of Naval Operations (DCNO) (CNO N1)
- (2) Director, Space, Information Warfare, Command and Control (CNO N6)
- (3) Director of Naval Training (CNO N79)

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Rear Admiral, U.S. Navy

Distribution:
SPAWAR List 3

SNDL Part II
FKQ (10 copies)